

## Appendix B

### Commonwealth of Virginia Database Index Reporting Form

<b>1. Public Body Name &amp; Numeric Code:</b> Virginia Department of Agriculture and Consumer Services (301)	<b>4. Point of Contact:</b> Sandy Maloney
<b>2. Database Title:</b> Virginia Petroleum Franchise	<b>5. Phone Number:</b> (804) 786-2477
<b>3. Database Acronym:</b>	<b>6. Signature &amp; Date:</b> <i>Sandy Maloney 4/2/02</i>

#### 7. Database Description and Contents:

*(Provide a brief narrative summary of the purpose for which the database is maintained in support of the business of state government and a description of the general contents of the database. Indicate known restrictions to public access.)*

This database contains all petroleum franchises registered in the Commonwealth of Virginia under the Petroleum Franchise Act. The database includes whether this is a refinery or franchise location as well as the name and location.

**Note:** *Specific information relating to data fields, record/table layouts, and known restrictions to public access is maintained by the public body. Please contact the point of contact noted in Item 4 for further details.*

<b>8. Date of Last Update:</b>	<b>9. Frequency of Update:</b> ___ Daily, ___ Weekly, ___ Monthly, Other: Updated as new information is received
<b>10. Formats Available and Schedule of Fees:</b> <i>(Provide a description of each format in which the database is made available, and the cost, if any, of each format.)</i>	
<b>a. <u>Format</u></b>  Electronic  Hard Copy	<b>b. <u>Cost</u></b>  Electronic: \$15.00 per request  Hard Copy: \$25.00 per request

Send completed form to The Library of Virginia, 800 East Broad Street, Richmond, Virginia 23219-8000 (Attn: Mary Clark). (January 2000).